



Board of Directors Minutes

October 28, 2024

109 S. Capitol, P.O. Box 68 Tishomingo, OK 73460
(580) 371-2352

Chairperson Tara Huddleston called the meeting to order at 5:30 pm.

Chairperson Tara Huddleston asked for a Roll Call to establish a quorum.

Present: Tara Huddleston, Chris Duroy, Barbara Talley, Jackie Matthews, Rolanda Rogers, Oma Dell Burns, LaToya Davis, and Roy Wayne Blevins.

Absent: Jena Newman, Jesse Dunlap, Kent McKinley, and Greg Davidson

Staff Present: Erica Pogue, Jo Ann Barnes, Shelley Prince, Wanda Gray, Amanda Cramer, Sue Ishmael, Carrie Spicer, and Pinky Mayo.

Zoom: Kristy Mobbs and LaQuita Thornley

Consultants via Zoom: Lowell Wright

Guests: RSVP Members

Item #3

Wanda Gray, RSVP Director, presented the RSVP Highlight and Customer Satisfaction Report. (see attached)

Item #4

Building Financial Support training was tabled.

Item #5

Executive Director Erica Pogue presented the election results of Barbara Talley as the Low Income Sector Board Member for Murray County. Chairperson Tara Huddleston entertained the motion to approve Barbara Talley as the Low Income Sector Board Member for Murray County. Roy Wayne Blevins made a motion to approve. Chris Duroy seconded the motion. Roll call vote: 7 yes; 0 no; 0 abstain.

Item #6

Chairperson Tara Huddleston entertained a motion on the renewal of Jena Newman as the Private Sector Board Member for Marshall County. LaToya Davis made a motion to approve. Oma Dell Burns seconded the motion. Roll call vote: 7 yes; 0 no; 1 abstain.

Item #7

Chairperson Tara Huddleston entertained the motion to approve the September 30, 2024 Board Minutes. Rolanda Rogers made a motion to approve. Roy Wayne Blevins seconded the motion. Roll call vote: 6 yes; 0 no; 2 abstain.

Item #8

Lowell Wright, Financial Consultant, presented the Financial Report for September 30, 2024. Discussion followed. Chairperson Tara Huddleston entertained a motion to approve the Financial Report. Chris Duroy made a motion to approve. Jackie Matthews seconded the motion. Roll call vote: 8 yes, 0 no, 0 abstain.

Item #9

Executive Director Erica Pogue presented the Affirmative Action Plan/ EEO Report/ Title VI. Human Rights Committee met before the Board Meeting. A discussion was had. Chairperson Tara Huddleston entertained a motion to approve the Affirmative Action Plan/ EEO Report/ Title VI. Jackie Matthews made a motion to approve. Roy Wayne Blevins seconded the motion. Roll call vote: 8 yes; 0 no, 0 abstain.

Item #10

Executive Director Erica Pogue discussed the New Employee Orientation Policy. Chairperson Tara Huddleston entertained a motion to approve the New Employee Orientation Policy. LaToya Davis made a motion to approve. Rolanda Rogers seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #11

Executive Director Erica Pogue discussed the Conflict of Interest Policy Board of Director and Committee Members. Chairperson Tara Huddleston entertained a motion to approve the Conflict of Interest Policy Board of Director and Committee Members. Oma Dell Burns moved to approve. LaToya Davis seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #12

RAVE Director Kristy Mobbs presented the RAVE Salary Scale to the Board of Directors. Discussion followed. Chairperson Tara Huddleston entertained a motion to approve the RAVE Salary Scale. LaToya Davis moved to approve. Jackie Matthews seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #13

Executive Director Erica Pogue the CSBG Budget for the last allocation in the amount of \$834.00. Chairperson Tara Huddleston entertained a motion to approve. Roy Wayne Blevins moved to approve. Oma Dell Burns seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #14

Head Start/ Early Head Start Director Amanda Cramer presented a Conversion/Reduction Plan for the Head Start and Early Head Start program. Discussion followed. Chairperson Tara Huddleston entertained a motion to approve the Conversion/Reduction to the Head Start program. Jackie Matthews moved to approve. Rolanda Rogers seconded the motion. Roll call vote: 8 yes; 0 no; 0 abstain.

Item #15

Program Reports (see Board Reports)

- Wanda Gray, RSVP Director, highlighted the RSVP report included in the Board Report.
- Amanda Cramer, Head Start/Early Head Start Director, highlighted the Head Start and Early Head Start reports included in the Board Report.

- Kristy Mobbs, RAVE Director, highlighted the RAVE report included in the Board Packet. Kristy also gave an update on the building project and Oklahoma Human Services Child Placing Agencies - Monitoring Summary.
- Shelley Price, HR Manager, highlighted the Staffing report included in the Board Report.
- Erica Pogue, Executive Director, highlighted the JAMM and Housing Reports. Erica also discussed the rescheduling of 2024 HOME Site Visit Monitoring/ Contracts #1143-06 (Atoka Rentals) and #1158-06 (Sulphur Rentals).

Chairperson Tara Huddleston called for adjournment. All in favor.



Tara Huddleston, Chairperson

Date

11/25/24

Reports & Handouts included in the Board Packet

- RSVP Program Highlight & Customer Satisfaction Report
- INCA Board Member Election Letter
- Board Member Recommendation
- Board Minutes-September 30, 2024
- Financials-September 20, 2024
- 2024-2025 Affirmative Action Plan
- New Employee Orientation Policy
- Conflict of Interest Policy
- RAVE Salary Scale
- CSBG Budget
- Conversion/ Reduction to Head Start Program
- Monthly Board Report
- CACFP Report
- Child Placing Agencies- Monitoring Summary
- OHFA Monitoring Letter